

VACANCY ANNOUNCEMENT

PUBLIC PRIVATE PARTNERSHIP (PPP) SUPPORT FACILITY

Public Private Partnership Support Facility (PSF) is a not-for-profit public-sector company fully owned by the Government of Sindh, registered under section 42 of the Companies Act 2017. PSF seeks to hire competent people for the below mentioned positions:

S. No.	Position
1	<u>Chief Financial Officer & Company Secretary</u> Job Description - The candidate will be responsible for leading the organization's financial management functions. The Chief Financial Officer & Company Secretary (CFO & CS) will oversee all financial, accounting and strategic management operations to ensure fiscal discipline, regulatory compliance and sustainable growth. Key responsibilities include financial reporting, budgeting, taxation, payroll, investment management and policy development. The role also involves strategic financial planning, cash flow optimization and ensuring transparency and accountability in all financial matters. The CFO & CS will coordinate with auditors, banks, regulatory authorities and the Board to uphold strong governance standards and support the organization's long-term objectives. - The detailed job description is available on the company's website: http://pppsf.org/vu_careers. Qualification - Member of recognized body of professional accountants (ICAP/ICMAP/ACCA etc.) OR a master's degree in finance/accounting from a Higher Education Commission (HEC) recognized university. Experience - Candidates who are members of a recognized body of professional accountants must have at least 5 years of relevant work experience, whereas candidates possessing master's degree in finance & accounting from a university recognized by the HEC must have at least 10 years of relevant work experience, with three years in management position in a corporate environment. - Have good understanding of financial management systems, progress reporting and audit requirements of public sector organizations and multilateral financial institutions. - Must Possess knowledge of Corporate Law, rules and regulations applicable to public sector entities. Key Responsibilities - Lead financial planning, budgeting, reporting and audit processes. - Oversee PSF's complete financial management cycle — from developing accounting policies and internal controls to managing cash flow, investments and fixed assets. - Drive strategic and long-term financial planning through budgeting, variance analysis and cost optimization, while strengthening financial systems to improve reporting accuracy, transparency, and control. - Ensure timely and accurate preparation of quarterly and annual financial statements, maintaining full audit compliance and proper documentation. - Provide financial insights and performance metrics to guide management decisions, supporting the CEO and Board in forecasting and scenario planning. - Ensure all corporate compliances in the capacity of Company Secretary including Board proceedings, regulatory compliances, corporate filings etc.

- Manage payroll and investment-related financial matters.
- Ensure full tax and regulatory compliance, including all filings and audits, and represent the Company before tax authorities.
- Maintain strong relationships with auditors, banks, and regulators.
- Oversee administration, procurement, and HR functions of the Organization.
- Capable of developing and maintaining strong relationships with SECP, FBR etc.
- Must possess strong communication and interpersonal skills.

METHOD OF RECRUITMENT: Direct Recruitment. Selection will be based on merit and competency.

Application Deadline: Within **15 days** of the date of publication of the Vacancy Announcement

How to Apply: Interested candidates meeting the above criteria may apply by (i) sending their CV along with cover letter by courier/post to Manager Human Resources & Administration, Public Private Partnership Support Facility, 2nd Floor, Imperial Court Building (old block) Dr. Ziauddin Ahmed Road Karachi. stating their suitability for the post OR (ii) By email to jobs@pppsf.org.

Important note for submission of Application: (I) Please mention post applied for in the subject line (in case of email) and envelop (in case of courier), along with the candidate's name.

Only short-listed candidates will be invited for interview. No TA/DA will be admissible for interview.

PPP Support Facility is committed to achieving workforce diversity in terms of gender and culture. Individuals from minority groups, indigenous groups and persons with disabilities are equally encouraged to apply. All applications will be treated with the strictest confidence.